

CHARTER TOWNSHIP OF DELTA
Public Meeting Room A
Delta Township Administration Building
7710 West Saginaw Highway
Lansing MI 48917

**TOWNSHIP BOARD REGULAR MEETING MINUTES FOR
TUESDAY, JANUARY 21, 2014**

I. CALL TO ORDER

II. OPENING CEREMONIES – Pledge of Allegiance

III. ROLL CALL

Members Present: Clerk Mary Clark, Treasurer Howard Pizzo, Trustee Karen Mojica, Trustee Doug Kosinski, Trustee Dennis Fedewa and Supervisor Kenneth Fletcher.

Members Absent: Trustee Jeff Hicks

Others Present: Community Development Director Mark Graham, Township Planner Chris Gruba, Assistant Planning Director Gary Bozek, Township Engineer Gary Arnold, Fire Chief John Clark, Assistant Fire Chief Mike Roman, Lieutenant Jeff Campbell, Manager Richard Watkins and Deputy Manager Jenny Roberts.

TRUSTEE FEDEWA MOVED TO EXCUSE TRUSTEE HICKS.

TRUSTEE KOSINSKI SUPPORTED THE MOTION. THE MOTION PASSED 6-0.

IV. PRESENTATIONS AND PROCLAMATIONS - None

V. SET/ADJUST AGENDA

TREASURER PIZZO MOVED TO APPROVE THE AGENDA AS PRESENTED.

TRUSTEE MOJICA SUPPORTED THE MOTION.

THE MOTION PASSED 6-0 (TRUSTEE HICKS ABSENT).

VI. PUBLIC HEARINGS - NONE

VII. COMMUNICATIONS - NONE

VIII. PUBLIC COMMENTS FOR ITEMS NOT ON AGENDA (*maximum two minutes*)

Roger Weathers who lives at 4821 Grand Woods Drive, Lansing, MI. Mr. Weathers states that he has lived there 13 years and has noticed that when there is snow, that removal is sometimes as long as a week. He further stated that the last snowfall of over a foot, there were at least 9 cars stuck in the middle of the road and was not removed timely despite multiple calls. Mr. Weather stated that he visited the Building Department, who was kind enough to make a call for him regarding the snow.

Mr. Weathers states that during the ice storm, he did not witness any police through that Sunday evening coming to check on residents. Those residents in that neighborhood were essentially trapped due to downed power lines. Mr. Weathers states that the Fire Department came through that Monday morning for a downed power line. Mr. Weathers believes that the police and/or the National Guard should have been called out. Mr. Weathers stated that he doesn't believe there were warning centers. Supervisor Fletcher stated that Mt. Hope Church was open in addition to the Lansing Mall.

Supervisor Fletcher thanked Mr. Weather for coming. Supervisor Fletcher stated that the Eaton County Road Commission does not have the resources to remove snow during a huge snowfall on a timely basis. That Wellness checks should have begun happening sooner than they did. That these issues and others have been discussed and will be addressed toward the end of tonight's meeting.

IX. INTRODUCTION OF ORDINANCES

X. PASSAGE OF ORDINANCES

1. Complete Streets Ordinance

The Community Development Department recommends that the Township Board introduce proposed sections 34-100 to 34-103 to Chapter 34 of the Delta Township Code of Ordinances.

TREASURER PIZZO MOVED THAT THE CODE OF ORDINANCES, CHARTER TOWNSHIP OF DELTA, EATON COUNTY, MICHIGAN IS HEREBY AMENDED BY ADDING SECTIONS TO BE NUMBERED 34-100 TO 34-103. THE PROPOSED AMENDMENTS CONSTITUTE THE TEXT OF THE DELTA TOWNSHIP COMPLETE STREETS ORDINANCE. THE TOWNSHIP CLERK IS HEREBY DIRECTED TO PUBLISH A NOTICE OF ADOPTION OF THE AMENDMENTS IN LOCAL NEWSPAPERS AND THE AMENDMENTS SHALL BECOME EFFECTIVE UPON PUBLICATION.

DELTA CHARTER TOWNSHIP CODE OF ORDINANCES
COMPLETE STREETS ORDINANCE

CHAPTER 34
STREETS, SIDEWALKS AND PUBLIC PLACES
Article V. Complete Streets

SECTION 34 – 100. DEFINITIONS.

The following words, terms and phrases, when used in this Ordinance, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

Complete Streets Infrastructure means roadways and/or public rights-of-way planned, designed, and constructed to provide appropriate access to all legal users in a manner that promotes safe and efficient movement of people and goods whether by car, truck, transit, assistive device, foot, or bicycle.

Street Project means the construction, reconstruction, retrofit, or alteration, and includes the planning, design, approval, and implementation processes, except that “Street Project” does not include maintenance such as cleaning, sweeping, mowing, spot repair, or interim measures on detour routes.

Users means legal users of the roadways and public right-of-way, including pedestrians, bicyclists, motor vehicle drivers, public transportation riders and drivers, and people of all ages and abilities including children, youth, families, older adults, and individuals with disabilities.

SECTION 34 – 101. PURPOSES.

The purposes of this ordinance are as follows:

1. To promote public health, safety, comfort, convenience, and general welfare of the community by providing opportunities for walking, bicycling, personal vehicular transportation and public transportation.
2. To encourage increased use of non-motorized modes of transportation.
3. To attempt to maximize access for all segments of the population including both persons with and without disabilities.

SECTION 34–102. COMPLETE STREET INFRASTRUCTURE.

1. The Township shall endeavor to make complete streets practices a routine part of operations, strive to make every street project accessible for all users, and coordinate efforts with other agencies and jurisdictions to achieve complete

streets. The Township shall work in partnership with the Eaton County Road Commission and Michigan Department of Transportation to facilitate implementation of Complete Streets to the extent feasible, pursuant to this Ordinance.

2. To the extent possible, the Township resolves to consider complete streets practices for every street project in order to provide reasonably safe travel along and across the road right-of-way for each category of users; provided, however, that such infrastructure may be excluded, upon agreement of the Township Board and the applicable public road agency, subject to each agency's powers and duties, where documentation and data indicate that:
 - a. Use by non-motorized users is prohibited by law.
 - b. The cost would be excessively disproportionate to the need or probable future use over the long term, or funding is simply not available.
 - c. There is an absence of current or future need.
 - d. Inclusion of complete streets infrastructure would be unreasonable or inappropriate in light of the scope of the project.
 - e. Implementation of complete streets infrastructure is not possible due to physical restraints imposed by the project area.
3. As feasible pursuant to sub-section 34-102 (2), the Township will consider incorporating complete streets infrastructure into existing streets to improve the safety and convenience of users, construct and enhance the transportation network for each category of users, and create a walkable community.
4. As feasible pursuant to sub-section 34-102 (2), if the safety and convenience of users can be improved within the scope of a street project that includes pavement resurfacing, restriping, or signalization operations, the Township Board will review the possibility of incorporating complete streets improvements.
5. The Township will review all appropriate plans, zoning and subdivision codes, laws, procedures, and rules, including the Comprehensive Plan, Non-Motorized Transportation Plan, and Sidewalk Plan of the Township to attempt to address the needs of all users in all street projects on public and private streets. This shall be done through the normal course of revisions and updates to these documents.

SECTION 34 – 103. DATA COLLECTION, STANDARDS, AND PUBLIC INPUT.

1. The Township has collected a significant amount of data and obtained public input by various means pertaining to multiple modes of transportation which is reflected in the Township's Comprehensive Plan, Non-Motorized Transportation Plan, Sidewalk Plan, and Parks & Recreation Plan. Like any planning document, these plans may be amended and/or updated from time to time.
2. The Township shall continue to encourage public participation in decisions concerning the design and use of streets.
3. The Township shall work in concert with the Eaton County Road Commission and Michigan Department of Transportation when evaluating future roadway projects for the inclusion or feasibility of complete streets infrastructure.
4. All street projects requiring funding and/or approval by the Township Board shall attempt to:
 - a. Evaluate the effect of the proposed project on safe travel by all users.
 - b. Identify measures to mitigate any adverse impacts on such travel that are identified.
 - c. Achieve implementation of Complete Street Infrastructure to the extent feasible.

TRUSTEE FEDEWA SUPPORTED THE MOTION.

ROLL CALL:

AYES: TREASURER PIZZO, TRUSTEE FEDEWA, TRUSTEE KOSINSKI,
CLERK CLARK AND SUPERVISOR FLETCHER.

NAYS: NONE

ABSENT: TRUSTEE HICKS

MOTION PASSED 5-0 (TRUSTEE MOJICA ABSENT FOR VOTE).

XI. CONSENT AGENDA –

Supervisor Fletcher requested that the Delta Township Library By-Laws be pulled for some typographical errors and tabled until the next Regular Board Meeting.

Trustee Fedewa requested that The Complaint Review Committee Appointments and the Establishment of Street Lighting District (item 6) be pulled from the consent agenda.

TRUSTEE FEDEWA MOVED TO APPROVE THE CONSENT AGENDA AS AMENDED.

TREASURER PIZZO SUPPORTED THE MOTION.

ROLL CALL:

AYES: TRUSTEE FEDEWA, TREASURER PIZZO, TRUSTEE KOSINSKI,
CLERK CLARK AND SUPERVISOR FLETCHER.

NAYS: NONE

ABSENT: TRUSTEE HICKS

THE MOTION PASSED 5-0 (TRUSTEE MOJICA ABSENT FOR VOTE).

2. Bills and Financial Transactions	\$3,104,370.37
Bond/Debt Payments	
Investments	
Payroll & Related	664,166.06
Refunds	79,771.88
Tax Distributions	1,214,527.52
Vendor Claims	1,145,904.91
Total	\$ 3,104,370.37

TRUSTEE FEDEWA MOVED TO APPROVE THE BILLS AND FINANCIALS IN THE AMOUNT OF \$3,104,370.37.

TREASURER PIZZO SUPPORTED THE MOTION.

THE MOTION PASSED 5-0 (TRUSTEE HICKS ABSENT, TRUSTEE MOJICA ABSENT FOR VOTE).

3. Minutes

December 9, 2013 Committee of the Whole Meeting Minutes

December 16, 2013 Regular Board Meeting Minutes

January 13, 2014 Joint Committee of the Whole Meeting Minutes

TRUSTEE FEDEWA MOVED TO APPROVE THE DECEMBER 2, 2013 REGULAR BOARD MEETING MINUTES AS PRESENTED.

TREASURER PIZZO SUPPORTED THE MOTION.

THE MOTION PASSED 5-0 (TRUSTEE HICKS ABSENT, TRUSTEE MOJICA ABSENT FOR VOTE).

XII. ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION

4. Complaint Review Committee Appointments

The Township Supervisor recommends the appointments of Karen Holcom-Merrill, Barbara Stump, Peter Spadafore, John Boles, and Richard Brown to the Complaint Review Committee.

Trustee Fedewa asked whether all of the above applicants were volunteers or if there was any outreach. Supervisor Fletcher stated some applied and some he reached out to. Trustee Fedewa asked which applicants applied and which were reached out to. Supervisor Fletcher stated the following applied: Barbara Stump, Karen Holcom-Merrill, Peter Spadafore and Richard Brown. Supervisor Fletcher stated he reached out to John Boles.

Trustee Fedewa suggested that the term of the appointment be included on the application.

CLERK CLARK MOVED TO APPROVE THE FIVE RECOMMENDED COMPLAINT REVIEW COMMITTEE APPOINTMENTS.

TREASURER PIZZO SUPPORTED THE MOTION.

THE MOTION PASSED 6-0 (TRUSTEE HICKS ABSENT).

5. Approval of Delta Township District Library bylaws –

The Township Supervisor recommends that the Township Board approve the amended Delta Township District Library Bylaws.

Supervisor Fletcher requested that this item be tabled due to some typographical errors until the next Regular Board Meeting.

Treasurer Pizzo asked whether when this comes up for adoption, if there will be an accompanying reason for the Bylaw change. Supervisor Fletcher stated that yes a cover memorandum would be included explaining the reasons for the changes, though they are relatively minor.

6. Establishment of Street Lighting District for Shadow Glen Phase No. 2 and Shadow Glen No. 3 and Name Correction for Street Lighting District #126.

The Township Clerk recommends that the Township Board approve the establishment of a Street Lighting District for Shadow glen Phases 2 & 3

and approve a name correction for Street Lighting District #126.

Trustee Fedewa stated there was no history included in the packet for this request and asked the current status as well as the history preceding since this is a permanent tax assessment. Trustee Fedewa asked how many residents/properties would be affected. Trustee Fedewa stated that he believes when a request is made for a permanent property tax assessment that full documentation should be available before the request is acted on.

Clerk Clark asked whether Trustee Fedewa was looking for the document signed by E.T. MacKenzie the owner. Trustee Fedewa stated that that document along with a map of the area involved, how many current residents would be affected or whether there are vacant lots.

Clerk Clark stated that the files are available and asked whether Assistant Planning Director Gary Bozek could answer Trustee Fedewa's question.

Assistant Planning Director Bozek stated that it is typical when a developer is developing a subdivision; they create a street lighting district for the vacant lots, which is the case for this development. Once residents move in they are assessed.

Trustee Fedewa asked whether this development has been platted yet. Assistant Planning Director Bozek stated that they have just been approved in November 2013 by the Township Board.

Treasurer Pizzo asked if Shadow Glen No. 1 is the same way, Assistant Planning Director Bozek confirmed, further stating that all subdivisions when developed, the street lighting districts are submitted by the developer. Treasurer Pizzo stated that the street lighting district was decided after the subdivision was built. Assistant Planning Director stated since July 2011, subdivisions before being developed have the street lighting districts planned.

Treasurer Pizzo asked whether the property owner then is assessed after building on the property, Assistant Planner Gary Bozek stated yes.

Trustee Fedewa stated that since all properties aren't built or inhabited concurrently, asked what the trigger was for the developer to install the street lighting district. Assistant Planner stated that the street lights are put in at the same time as all other utilities and when the street lights are energized and there are lots that aren't owned, the developer pays the assessment. Clerk Clark stated that is why the memo references the contract proposal from Consumers Energy as well as the motion authorizes the Clerk to sign the contract. Assistant Planner Gary Bozek stated that the developer files an application for final

preliminary plat, which is the point at which all the engineering is provided and all of the infrastructure is put in at that time. Trustee Fedewa asked when the lights are turned on, Assistant Planning Director Bozek stated the developer will request them to be energized when the plat is complete. Clerk Clark stated the action has to be voted on first, then the contract has to be signed and states the contracts have been in her possession since the last Regular Board Meeting in December 2013 and tonight's meeting is the first opportunity to take action since the last Regular Board meeting was canceled. Clerk Clark stated that the developer is ready and waiting for the Board's action.

Trustee Fedewa stated his concern was that the residents already there, if any, would bear the brunt of the cost rather than the developer absorbing the cost for the unoccupied plats. Assistant Planning Director Bozek confirmed that the costs associated are prorated across the plats with the developer paying the costs associated with undeveloped parcels.

TRUSTEE FEDEWA MOVED THE DELTA TOWNSHIP BOARD ESTABLISHES A STREET LIGHTING SPECIAL ASSESSMENT DISTRICT FOR SHADOW GLEN NO. 2 SUBDIVISION, BEING SPECIAL ASSESSMENT STREET LIGHTING DISTRICT #127, AND FOR SHADOW GLEN NO. 3 SUBDIVISION, BEING SPECIAL ASSESSMENT STREET LIGHTING DISTRICT #128, AND THAT SPECIAL ASSESSMENT DISTRICT #126 BE HEREBY KNOWN AS VILLAGE OF SHADOW GLEN, AND

FURTHER, THAT THE TOWNSHIP CLERK BE AUTHORIZED TO EXECUTE THE CONTRACTS WITH CONSUMERS ENERGY FOR INSTALLATION OF THE STREET LIGHTS IN SHADOW GLEN NO. 2 SUBDIVISION AND SHADOW GLEN NO. 3 SUBDIVISION SPECIAL ASSESSMENT STREET LIGHTING DISTRICTS.

TREASURER PIZZO SUPPORTED THE MOTION.

THE MOTION PASSED 6-0 (TRUSTEE HICKS ABSENT).

XIII. ITEMS ADDED TO AGENDA UNDER SECTION V. SET/ADJUST AGENDA

XIV. ITEMS OF BUSINESS

7. Introduction of Proposed Resolution to Continue the Greater Lansing Regional Chamber (GLRC) Membership for Storm water Management.

The Community Development Department recommends that the Township Board consider a proposed resolution to continue membership in the GLRC for Storm water Management.

Assistant Planning Director Bozek stated that the Community Development Department is asking for adoption of the resolution, not the introduction. The GLRC is made up of 18 different municipalities, county agencies, school districts and 2 other associate members. It is a consortium of local governmental agencies that participate in the Phase II storm water activities. Assistant Planning Director Bozek states in order to meet the Federal guidelines for National pollution elimination discharge system permit, there is a huge public education component, and GLRC, by combining efforts is able to meet this requirement. There is an annual fee of about \$6,600, Tri-County is the staffing organization for the committee, by virtue of their combined efforts, we are able to comply with requirements for the permit. The original agreement term was 3 years and expired April 2013. All of the previous members are being asked to adopt resolutions to rejoin the group with a commitment for another 3 year period (until April 2017). The resolution appoints Assistant Planning Director Gary Bozek, as the Delta Township representative on the committee.

CLERK CLARK MOVED THAT THE TOWNSHIP ADOPT THE RESOLUTION INCLUDED IN THE PACKET CONTINUING MEMBERSHIP IN THE GREATER LANSING REGIONAL COMMITTEE FOR STORMWATER MANAGEMENT AND TO AGREE TO THE TERMS OF THE GLRC MEMORANDUM OF AGREEMENT.

A RESOLUTION OF THE DELTA CHARTER TOWNSHIP BOARD TO CONTINUE MEMBERSHIP IN THE GREATER LANSING REGIONAL COMMITTEE (GLRC) FOR STORMWATER MANAGEMENT AND TO AGREE TO THE TERMS OF THE GLRC MEMORANDUM OF AGREEMENT

WHEREAS, Delta Charter Township has been a member of the Greater Lansing Regional Committee (GLRC) for Storm water Management since 2003; and

WHEREAS, the Township's participation in the GLRC advances local efforts to improve responsible stewardship of natural resources; and

WHEREAS, the Township's participation in the GLRC allows for the cooperative management of the Grand River watershed in which the Township is located; and

WHEREAS, the United States Environmental Protection Agency (EPA) requires communities in the greater Lansing area to apply for a National Pollutant Discharge Elimination System (NPDES) Permit for Municipal Separate Storm Sewer Systems(MS4); and

WHEREAS membership in the GLRC is integral to the Township's compliance with the NPDES regulatory requirements promulgated and administered by the Michigan Department of Environmental Quality, which is responsible for the issuance of required NPDES Municipal Separate Storm Sewer System (MS4) storm water discharge permit; and

WHEREAS, the Delta Charter Township Board now wishes to approve the GLRC Memorandum of Agreement, as revised on December 13, 2012) and commit the Township to continued participation in the GLRC through April 30, 2017; and

WHEREAS, a Township representative must be formally appointed by the Township Board to serve on the GLRC;

NOW, THEREFORE, BE IT RESOLVED THAT the Delta Charter Township Board hereby approves the Memorandum of Agreement and continued membership in the GLRC and appoints Assistant Community Development Department Director Gary Bozek to serve as the Township's representative on the GLRC.

TRUSTEE MOJICA SUPPORTED THE MOTION.

THE MOTION PASSED 6-0 (TRUSTEE HICKS ABSENT)

8. Introduction of Louis J. Eyde Family, LLC Rezoning Request

The Community Development Department recommends that the Township Board introduces the Louis J. Eye Family, LLC request to rezone their property described in Case No. 10-13-18.

Planner Chris Gruba states that this is an introduction. The Planning Commission is recommending introduction of Figure 5, which is the business and commercial north of the retention pond, south of the retention pond there would be a reduction in residential density. The Planning Commission moved to recommend approval of the ¼ RE, ¾ RD option as presented by staff.

Supervisor Fletcher asked if this reiteration of the original plan was a compromise that both the residents and developer are happy with. Planner Gruba stated it is.

Trustee Fedewa asked if the public would have access to all 5 different proposals. Planner Gruba stated yes, that at the next Regular Board

Meeting the original proposal is what would be approved or denied and if denied which of the other 4 proposals would the Board like to pursue.

Clerk Clark confirmed that figure 5 maintains St. Joe Hwy as is. Planner Gruba confirmed.

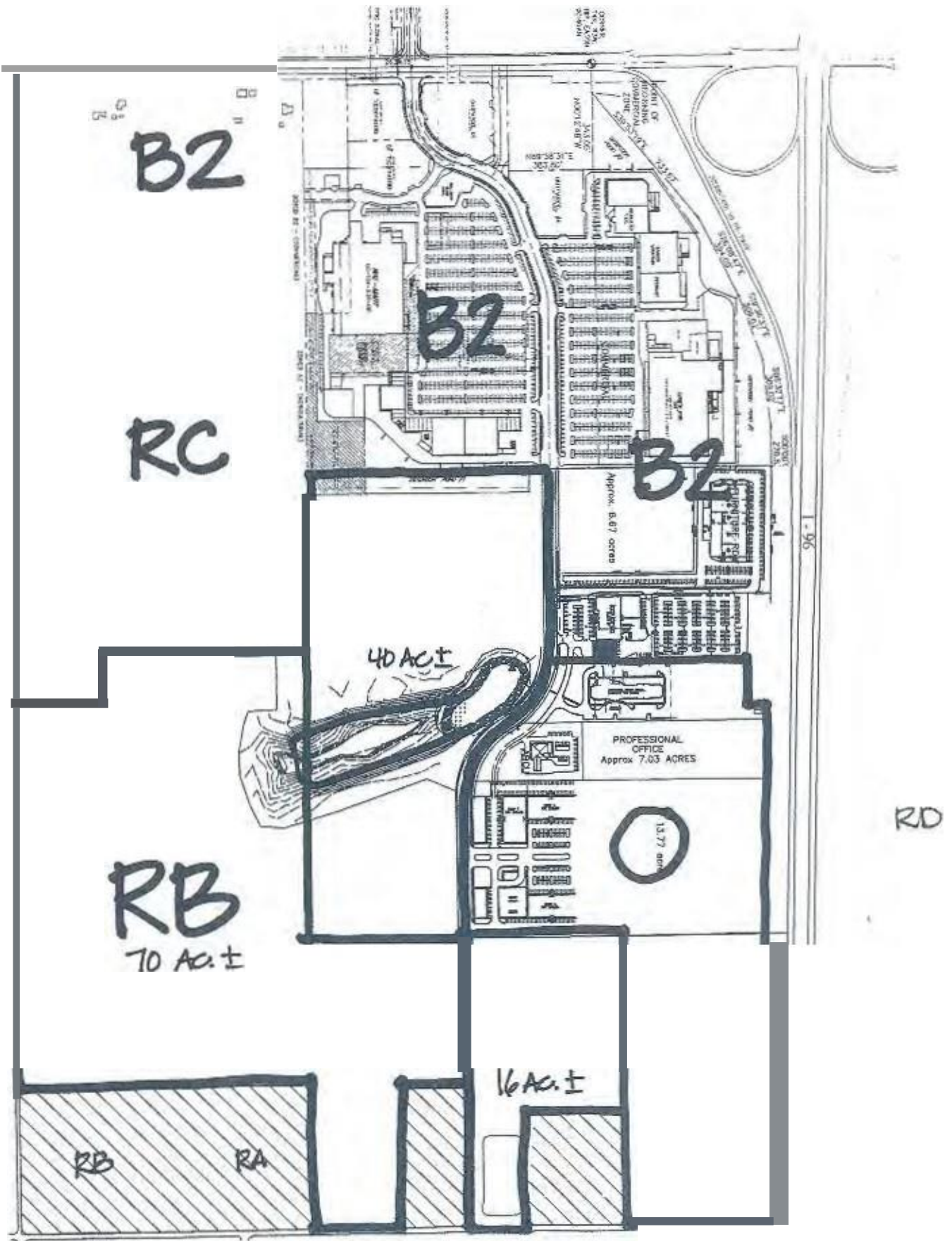
Trustee Kosinski confirmed that the RE and RD sections would give the developer by right to construct duplexes apartments, however mobile homes would require SLUP. Trustee Kosinski notes concerns regarding traffic density, whether the residences are largely oriented toward families with children due to safety.

Treasurer Pizzo asked whether a revised proposal would be provided for consideration that would include backup information. Planner Gruba stated that he intends to include the Planning Commission minutes outlining each option for the next Regular Board Meeting.

Supervisor Fletcher asked if there were any members of the public who wished to speak. Greg Leap who lives at 8306 W, St. Joseph stated that he is not in favor of this proposal and would like to see a more comprehensive traffic study including flow onto St. Joe as well as Saginaw Hwy and believes it should be asked for before the property is rezoned.

TRUSTEE KOSINSKI MOVED THAT THE DELTA TOWNSHIP BOARD INTRODUCE THE LOUIS J. EYDE FAMILY, LLC REQUEST AS DESCRIBED IN CASE NO. 10-13-18 TO REZONE 21.76 ACRES FROM RC, MODERATE DENSITY RESIDENTIAL TO B2, COMMUNITY COMMERCIAL AND 41.70 ACRES FROM RB, LOW DENSITY RESIDENTIAL AND RC, MODERATE DENSITY RESIDENTIAL TO RE, HIGH DENSITY RESIDENTIAL AS ILLUSTRATED ON THE ATTACHED FIGURE 1.

I FURTHER MOVE THAT THE REZONING REQUEST SHALL BE CONSIDERED FOR FINAL ACTION BY THE TOWNSHIP BOARD AT THE FEBRUARY 3, 2014 REGULAR MEETING. THE CLERK IS HEREBY DIRECTED TO PUBLISH NOTICE OF SAID MEETING IN THE LOCAL NEWSPAPERS AS IS REQUIRED.



TRUSTEE MOJICA SUPPORTED THE MOTION.

THE MOTION PASSED 6-0 (TRUSTEE HICKS ABSENT).

9. Recommendation for Acceptance of Bid for Skyway Lane Pump Station Package

The Township Engineer recommends that the Township Board accept the proposal from DuBois Cooper for furnishing and delivering the submersible pump package for the Skyway Lane Pump Station in the amount of \$26,228.00.

TRUSTEE FEDEWA MOVED THAT DELTA CHARTER TOWNSHIP ACCEPT THE PROPOSAL FROM DUBOIS COOPER FOR FURNISHING AND DELIVERING THE SUBMERSIBLE PUMP PACKAGE FOR THE SKYWAY LANE PUMP STATION, AS OUTLINED IN THEIR PROPOSAL DATED JANUARY 9, 2014, IN THE AMOUNT OF \$26,228.00.

I FURTHER MOVE THAT THE TOWNSHIP MANAGER BE AUTHORIZED AND DIRECTED TO SIGN THE NECESSARY DOCUMENTS RELATED TO THE PURCHASE OF THE SUBMERSIBLE PUMP PACKAGE.

Trustee Fedewa asked how many pumps are in the Township Engineer Gary Arnold stated between 12-16 pumps. Trustee Fedewa asked whether this pump was being replaced because of life expectancy. Township Engineer Arnold stated this pump is on Old Lansing Road and has been in use since the mid 70's. It is steel can station in the ground and is beginning to fail.

Treasurer Pizzo asked if the Gorman Rupp pumps were a new pump. Township Engineer Arnold stated they have been around for years and Delta Township has them installed in many locations. He also stated that prior to 18 months ago, Gunfos was manufacturing pumps that Gorman Rupp put their name on they are now separated and Gorman Rupp now makes that pump. Township Engineer Arnold further explained that the reason for not going with the 2nd low bidder has to do with the spin rate on the pump – which when higher, decreases the life of the pump. The DuBois pump spins at half the rate of the 2nd low bidder.

TRUSTEE KOSINSKI SUPPORTED THE MOTIOIN.

THE MOTION PASSED 6-0 (TRUSTEE HICKS ABSENT).

XV. MANAGER'S REPORT

- The Safe Routes to school project will be bid in February 2014 and will be

constructed this year.

- On January 23, 2014, the Planning Department will be holding a meeting on Arden Road sidewalks at 7:00 p.m. These sidewalks connect our trail to Robbins Road.
- Currently all areas are being reviewed in relation to the Storm Response. Fire Chief John Clark will be giving an overview of the emergency response. However, all other responses to the recent ice and ice storm are being reviewed for improvements. Manager Watkins stated that the ECRC, although struggling with funding, was extremely helpful and cooperative in disseminating information to keep the public informed. Also of note, East Lansing came in for a day to assist with the plowing efforts in Delta Township.
- On February 10, 2014, the Eaton County Sheriff's Department will be presenting a Neighborhood Watch program. The Township will be getting details out shortly.

Treasurer Pizzo asked if there is a map of all of the sidewalks included in the Safe Routes to school. Manager Watkins stated one can be obtained from the ECRC.

Trustee Fedewa asked whether the Township would be billed for the work East Lansing did on the roads, Manager Watkins stated yes and that the full cost of the personnel and rental rates for their trucks would be included on the invoice.

XVI. COMMITTEE OF THE WHOLE

10. Emergency Operations Center Activation Recap Discussion, Chief Clark

Supervisor Fletcher acknowledged the extra work and long hours that the Fire Department put in during the emergency and stated that the department did a great job.

Fire Chief John Clark stated that the EOC is part of the Fire Department, and is the only one beside that of Eaton County. The Emergency Operation Center (EOC) is a support center to emergency operations, public safety and events.

The Fire Department went active 9:30 p.m. the night preceding the actual ice storm. Staffing levels are normally at 11-13 daily and were staffed at 11 that day.

As the storm continued and the temperatures were unchanged, it became apparent the EOC would need to be activated and was at 11:00a.m. December 22, 2013 and operated continuously until 12:00p.m. on December 23, 2013. Activation levels vary from full scale to partial. In this case it was a partial activation and included all Department Managers; Assistant Fire Chief Roman activated the plan, organized all administrative

staff and developed the initial plan which was to identify all known current and anticipated problems the storm caused and formulating a plan.

The initial plan included how to take care of the residents and how those who needed to be moved would be transported, damage assessment, utility restoration liaison. A subsequent 12 hour plan was developed due to the severity and breadth of the storm.

The EOC is tasked with ensuring the Fire and EMS response is working, public safety and notification residents to the extent possible. Fire Chief Clark stated one of the challenges is that today society is driven by internet, computers and television, and that radio does not have the listenership it once did. The EOC also identify high risk population and residents. Fire Chief Clark stated that Mark Graham and the Assessing Department have a pretty good handle on these populations since they interact with those occupants on a regular basis. Of the senior living facilities in Delta Township, there is only 1 Skilled Nursing Facility – which is also the only one required to have backup power. All others were without a backup power source – therefore no water sprinklers, fire alarms, no heat, no way to cook.

Fire Chief Clark addressed the local utility response in regard to Delta Township's water and sewer. Utility Director Tom Morrissey and his department had some challenges in keeping water running in the Township and more importantly keeping the wastewater flowing in the right direction. Communications with Consumer's Energy and BWL were good, however the Township has no authority to direct where they restore first as those are decisions internal to their organizations.

Supervisor Fletcher stated he disagreed and did not feel there was good communication with BWL. Fire Chief Clark restated that the Township was providing information and BWL was accepting the information without feedback and some notifications were lost. Fire Chief Clark states that those are things that can be improved by improving relationships and improving their operating procedures.

Fire Chief Clark states that Fire and EMS normally respond to 15-25 calls per 24 hour period, during this emergency about 250 calls were responded to in a 48 hour period, approximately 150 in the first 12 hours. Calls into 911 are answered by the County and are dispatched. The Township has the ability to do its own dispatching and assumed that responsibility and continued it for approximately 19 hours. This gave the Township the ability to ask a few more questions and be able to plot things together as well as prioritizing calls. Central dispatch does that function on a regular basis

however in this type of overwhelming situation, they are unable to prioritize calls, and they just send them out.

Treasurer Pizzo asked what types of calls were received. Fire Chief stated that the EMS calls remained relatively unchanged, the difference being was for lines down, fire runs, sparking wires.

Fire Chief Clark stated that staff were held over their shifts, staff that were on 4 day offs were brought back about half way through, essentially the Fire Department was double staffed until Christmas Eve.

Each Fire Department station has a natural gas powered generator which is run/tested weekly, those are maintained by the Utility Department and they ran flawlessly.

Fire Chief Clark states that there was about 307 hours of OT in the Fire Department, 60 hours OT in the administrative staff (Chiefs are ineligible from OT). There was about 100 gallons of diesel fuel in addition, approximately \$800 more in natural gas charges.

Fire Chief Clark stated that full power restoration wasn't until after the first of the year. The After Action plan was schedule for January 6th, which was the day of the snow storm which immobilized everyone. The meeting was then scheduled January 13, 2014.

Fire Chief Clark stated that overall the plan of action went very well, however like any emergency you can always do better and need to do better. Fire Chief Clark stated the more time that lapses between emergencies, the more challenges there are with responses due to memory, phone number changes, etc.

Fire Chief Clark summarized findings by stating the Township needs to establish more warming centers which are managed by the Red Cross. The Township facilitates use of them. Red Cross was challenged by the number of volunteers they had available, the holidays and the number of the centers they could get open. Some of the calls made to 211 were transferred to the overnight service and were not answered.

Fire Chief Clark stated the last time a shelter needed to be used long term was in 2008 due to the tornados which was 5 years ago. Shelter sites can change, organizations change. In addition, the Red Cross had another tier they could have reached out to, and expectations and requirements need to be made clear. Delta Township is part of region 1 which is comprised of 7 counties which meet monthly to go over these types of things.

Fire Chief Clark stated that GS mapping is another topic. While Community Development Director Mark Graham and others in his department were physically going out, getting information and bringing it back, there are better ways to do this, utilizing today's technology – some more expensive than others. The IT Department will be working on this.

Fire Chief Clark states that pre-notifications put out by the news are standard information, alerting about the storm, get food and water etc. Some heeded the warnings most did not. Public education regarding prevention needs to be put out repetitively for long periods of time, before it is cold.

Fire Chief Clark stated that some internal activities were use of the white board to track activity. The electronic version for the State just came online. Staff EOC and Fire had a great response from internal staff.

Treasurer Pizzo noted that due to the heavy snowfall, many fire hydrants were buried and believes it is important to remind people to keep these clear.

Fire Chief Clark stated that it is and will continue to be part of the preparedness message and that when available during the most recent storm; one person was working to uncover the hydrants. It does however continue to be the residents' responsibility.

Trustee Mojica asked if there is an answer regarding why some homes within an area had power and others did not. Fire Chief Clark stated that it has to with the timing of construction and being placed on the power grid. Fire Chief Clark also stated that restoration efforts are always focused on largest populous areas, then focused on smaller areas of population. Fire Chief Clark states that there is really no good way to do this.

An audience member asked if there was a plan for educating people about the use of generators as well as whether there would be some type of purchasing arrangement. Fire Chief Clark stated that a brief video could be made showing an overview of the basics relating to generators. In terms of purchasing arrangements, while there are governmental surplus sales, these sales are often restricted to certain buyers and often other restrictions are attached as well. The best preparedness is not to wait until the emergency occurs to get one. Smaller ones can be purchased somewhat inexpensively.

An audience member asked why the National Guard wasn't activated. Fire

Chief Clark stated that National Guard Activation requires a State Declaration by the Governor and that was never made.

Supervisor Fletcher asked Fire Chief Clark to address some main topics such as Governor involvement, why wasn't there more support from the State, questions about the National Guard, etc.

Fire Chief Clark stated that Delta Township made a local declaration of a State of Emergency which enables the Township to operate under abnormal guidelines, with purchasing one of the significant differences. This declaration also allows recall of personnel.

Fire Chief Clark stated that the Township can then request State assistance under Public Act 390, which is a statement of basically – the Township has exhausted all resources which does not include personnel. Neither the Fire or Police department had exhausted their personnel resources during the ice storm. In regard to storm debris, the available resources would only be to remove a blockage from the street to the side – not complete removal.

Fire Chief Clark stated the next step would be the Governor making a State Declaration and the key to this is property damage. This does not include power lines and such.

Fire Chief Clark states that there is a program called "Do 1 Thing", which is a campaign relating to emergency preparedness. People often are more willing to listen to preparedness information when the weather is not necessarily nice out. There is also a form that you can fill out and put it on your refrigerator that gives emergency responders important information if you are unable to communicate the information yourself.

Smart 911 is a smart website that users can load health information and photos for themselves and family members. This information can only be "unlocked" once you call 911. You can also set up contacts that are automatically notified in case of emergency.

Trustee Fedewa noted that the lack of traffic control at several major intersections for several days was a problem. Lieutenant Jeff Campbell stated that they have those signs just for that purpose, however it became a liability issue and if people could not see the signs it becomes a safety hazard. Supervisor Fletcher requested that a representative of the Eaton County Sheriff's Office attend the next meeting to discuss that point. Clerk Clark noted we do not have sufficient ECSO staff to cover prolonged traffic light outages and that current state statute requires drivers to treat non-working traffic lights like a 4 way stop. Township Manager Watkins stated

that in meetings concerning the EOC (Emergency Operation Center), discussions are underway to improve the response and public education concerning emergency information.

Supervisor Fletcher noted that in hindsight of any emergency, there are always things that can be done better however it is an opportunity to develop a plan to do better next time. Supervisor Fletcher noted that he felt that things went pretty well in the Township, but is looking forward to refining the plan.

XVII. PUBLIC COMMENTS – None

XVIII. ADJOURNMENT

Supervisor Fletcher adjourned the meeting at 7:56 p.m.

CHARTER TOWNSHIP OF DELTA

KENNETH FLETCHER, SUPERVISOR

MARY CLARK, CLERK